

Marlborough Town Council



Planning Committee

Minutes of a meeting of the Planning Committee held Monday, 4 August 2025 in the Court Room, Marlborough Town Hall at 7pm

PRESENT	Councillor Kym-Marie Cleasby	Chair
	Councillor Emily Trow	Town Mayor
	Councillor Nicholas Fogg	
	Councillor Mervyn Hall	
	Councillor Mark Cooper	
	Councillor Kelvyn Shantry	
	Councillor Susannah O'Brien	
	Councillor Caroline Sadler	
	Councillor Abi Beaumont	
	Councillor Peter Morgan	
	Councillor Nicholas Awbery	
	Richard Spencer-Williams	Town Clerk
	Dawn Whitehall	Corporate Services Officer
ALSO PRESENT	Neil Goodwin	Marlborough.News

PUBLIC QUESTION TIME

There were no members of the public present.

129/25

APOLOGIES

Apologies for absence had been received from **Councillors Farrell, Luson and Wrench**.

130/25

DECLARATIONS

There were no declarations.

131/25

CHAIR'S ANNOUNCEMENTS

The Chair welcomed **Councillor Awbery** to his first Planning Committee meeting.

The Chair gave way to **Councillor Fogg**, who explained that he had been contacted by a resident concerning a removal order relating to a retrospective planning application at D'Arenberg House, which had not been carried out. The resident had asked

Councillor Fogg for help in ascertaining why the structures had not yet been removed. It was agreed to investigate if the relevant details could be provided.

ACTION: Councillor Fogg to provide planning reference number

The **Chair** had been in regular dialogue with Wiltshire Council Highways (WC) concerning delays resulting from Wales & West roadworks in Salisbury Road. No work had been done on site between Thursday afternoon (31 July) and 2.45pm on Monday 4 August. WC had written to them in the strongest possible terms to warn them of the consequences of not meeting their permit conditions: to work 7am-6pm, Monday to Saturday. **Councillor Cleasby** asked to be kept informed if anyone noticed any conditions not being adhered to.

132/25 **MINUTES**

RESOLVED: that the minutes of the meeting held 14 July 2025 were confirmed as a true record and signed by the Chair

133/25 **ACTION LOG**

Members noted the updated action log.

Councillor Morgan noted a number of actions were dependent upon Wiltshire Council Highways and questioned why the 6l-point plan for Manton did not also appear on the log. **Councillor Hall** explained that the Town Council had supported the plan and passed it to WC to action, so as responsibility to deliver it now lay with Highways it was no longer a Town Council action. This gave rise to a number of suggestions and actions:

- **Councillor Hall** to check whether the works at A4 Manton were managed as separate projects or one single substantive project, and whether they were funded by Area Board Local Highway & Footway Improvements Group budget (LHFIG), and ascertain current status
- The **Town Clerk** to add the full LHFIG list for Marlborough projects to a future agenda
- Whether to separate the action log into Highways and Town Council action sections

ACTION: #219: shop signage: check whether the Enforcement Officer recommended any action regarding a shop near St Peters Church

ACTION: Town Clerk to circulate the planning crib sheet to new members

135/25 **PLANNING DECISIONS**

Members noted the planning applications that had recently been determined by Wiltshire Council

136/25

PLANNING APPLICATIONS

- a) **PL/2025/05801** – replacement of wooden sash/casement bedroom window at 33 St Martins, Marlborough for Mrs Catherine De Neumann
RESOLVED: that Marlborough Town Council has no objection to this application
- b) **PL/2025/05903** – demolition of existing garage and construction of a new garage, including an upper-level studio. Creation of a single-storey subterranean ancillary annex built into the garden bank. Installation of a greenhouse near the main house. Associated landscaping, drainage improvements, and structural work to support adjacent retaining walls at Upcott Cottage, Bath Road, Marlborough for Mrs Emma van Gijn
RESOLVED: that Marlborough Town Council has no objection to this application
- c) **PL/2025/05902** - demolition of existing garage and construction of a new garage, including an upper-level studio. Creation of a single-storey subterranean ancillary annex built into the garden bank. Installation of a greenhouse near the main house. Associated landscaping, drainage improvements, and structural work to support adjacent retaining walls at Upcott Cottage, Bath Road, Marlborough for Mrs Emma van Gijn
RESOLVED: that Marlborough Town Council has no objection to this application
- d) **PL/2025/05888** – construction of new 2 bay garage with office above, adjustments to existing levels and retaining sleeper walls and other minor external works at The Croft, Cold Harbour Lane, Marlborough for Mr Tim Owen
RESOLVED: that Marlborough Town Council has no objection to this application

137/25

WORKS TO TREES

PL/2025/05978 – T1 T2 Beech – crown raise to 4-5m. T3 Maple, T4 Ash, T5 Ash, T6 Maple, T7 Yew – remove or shorten limbs overhanging roof. Balance all crowns at the Marlborough Medical Practice, George Lane, Marlborough for Ms Sally-Ann Vesey-Thompson, Marlborough Surgery
RESOLVED: that Marlborough Town Council has no objection to this application

138/25

LOCAL HIGHWAY AND FOOTWAY IMPROVEMENTS GROUP (LHFIG)

Members considered a highways improvement request to prevent HGVs causing damage to 42 Kingsbury Street. Discussion points included:

- If HGVs were entering Silverless Street from A346 where it is no entry, whether police enforcement was possible; and whether cameras could be installed to gather evidence
- That a bollard similar to the one next to Dormy House would be helpful
- It would not be possible to add a weight limit to Kingsbury Street as it was a bus route
- Whether a weight restriction could be applied to Silverless Street
- Whether a safety barrier could be added to protect pedestrians
- Whether, if the Town Council could identify costs, funding 100% of a bollard would expedite the works. However, members noted that Highways work was also dependent upon WC resource and officer availability

RESOLVED: that Marlborough Town Council supports the request to be submitted to LHFIG, especially to support adding a protective bollard and to consider whether a weight restriction could be added to Silverless Street

Councillor Fogg left the meeting

139/25 CONSULTATION

RESOLVED: that Marlborough Town Council welcomes the proposed Traffic Order LIB/TRO/MARL1 and looks forward to the increased parking capacity in the High Street

140/25 SPEED INDICATOR DEVICES (SID)

Members noted the most recent data downloaded from the Town Council's SIDs at London Road (26 June to 8 July), Herd Street (12 June to 8 July, and 9 to 24 July) and Port Hill (9 to 24 July). This was the first report for Port Hill and discussion points included:

- The report for Port Hill did not confirm the perception of speeding in this area
- Whether roadworks slowing down traffic caused an unrepresentative impression of average speeds
- That several reports would be needed to build up a reliable set of data for this new location
- Whether to place the rotational SID at Port Hill for an extended period
- Whether to use the Port Hill location after long-term roadworks had been completed

RESOLVED: that the data was noted, and to return the rotational SID to the normal rotation plan and put back at Port Hill once the roadworks were complete (after end of August)

141/25 TOWN CENTRE WORKING PARTY

Councillor Shantry provided a verbal update on two areas of work:

Town Centre Vision and Development Plan: following public consultations consultants PJA would be providing a report and recommendations in September.

SuDS/Rain Gardens: the objective of these was to both reduce flooding and beautify locations. A survey had identified 19 potential locations. **Councillor Shantry** had visited residents and businesses and so far, several had expressed interest including properties in London Road, businesses in London Road and the Parade and two in the High Street. As reported at the previous meeting, examples would also be installed in Priory Gardens and at Coopers Corner. There was enough budget in 2025-26 from the Wiltshire Towns Programme to cover 4 or 5 of these in this financial year, and these would be discussed at the next TCWP meeting in September.

142/25 TEMPORARY ROAD AND FOOTPATH CLOSURES

Members noted that Wiltshire Council had issued Orders to close temporarily:

- A345 (part) Marlborough; from its junction with George Lane to its junction with A4 for one night on 6 August between 19:00-23:59 to enable M Group on behalf of Wiltshire Council to carry out carriageway patching and other associated works
- Footpath 30 (part), Marlborough from its junction with Cherry Orchard to its junction with Garside Way from 1 September until 10 October to enable widening and upgrading of existing footpath

Councillor Shantry noted that the long-awaited improvements to Footpath 30 would make a great deal of difference to residents, who would no longer need to use the narrow pavement along the busy A346 at Salisbury Road. **Councillor Cleasby** noted that this was part of a programme to join up footpaths so that school children would be able to walk to school without ever needing to walk along a main road. Marlborough's Wiltshire Councillors were asking the new Leader of Wiltshire Council to champion the remainder of this programme.

The meeting closed at 8.04 pm

Signed:
Chair

Date: